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Item 7 (h) of the provisional agenda*
Coordination, programme and other questions: calendar of conferences and meetings in the economic, social and related fields

Letter dated 30 June 2011 from the Chair of the Committee on Conferences to the President of the Economic and Social Council

In response to the invitation of the Economic and Social Council in its decision 1988/103, the Committee on Conferences met on 24 June 2011 to review the provisional calendar of conferences and meetings for 2012 and 2013 in the economic, social and related fields (E/2011/L.10) and welcomed the opportunity to provide, as appropriate, its recommendations thereon to the Council.

In introducing the provisional calendar, the Secretary of the Committee on Conferences drew the attention of the Committee to some important guidelines established by the General Assembly and the Economic and Social Council in their resolutions and decisions on the calendar of conferences and meetings, which were also referred to in the preamble to the provisional calendar. Those guidelines include Economic and Social Council resolutions 1982/50, para. 1 (1), and 1988/77, para. 2 (f) (i), in which the Secretary-General was requested to ensure that meetings of the subsidiary bodies of the Council end at least eight weeks before the substantive session of the Council to which they report. The Committee was informed that every effort was made in the preparation of the provisional calendar to follow this guideline as much as possible, and that since reports of subsidiary bodies were taken up by the Council in late July, towards the latter part of its session, that might allow for the scheduling of some meetings closer to the Council's session.

The Committee was also informed that the provisional calendar of conferences and meetings in the economic, social and related fields for 2012 and 2013 comprised not only meetings of the Economic and Social Council and its functional commissions and expert bodies, but also meetings of subsidiary bodies of the General Assembly in the economic, social and related fields as indicated in footnote b to the provisional calendar (E/2011/L.10, annex). In scheduling meetings, every effort was made to avoid, to the extent possible, any overlap of meetings related to the same sector of activity. The provisional calendar was formulated on

* E/2011/100 and Corr.1.

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the basis of the data received by the Secretariat at the time of its preparation. Information received subsequently will be included in the draft calendar of conferences and meetings of the United Nations for the biennium 2012-2013, which will also take into account any decisions adopted by the Council at its substantive session, in July 2011, when it considers the provisional calendar. Any proposals for a change of venue of a subsidiary body from its established headquarters will be reflected in the calendar only after approval by the respective Charter body.

In the preparation of the provisional calendar, careful consideration was given to avoiding scheduling meetings on Orthodox Good Friday, in accordance with General Assembly resolution 53/208 A. For the next biennium, Orthodox Good Friday occurs on 13 April in 2012 and on 3 May in 2013. Regarding the two official holidays Eid al-Adha and Eid al-Fitr, once the exact dates become known, as with other official United Nations holidays, no official meetings will be scheduled on those days.

The Committee decided to recommend to the Economic and Social Council the adoption of the provisional calendar of conferences and meetings of the Council and its subsidiary organs for 2012 and 2013.

(*Signed*) Woinshet Tadesse **Woldegiorgis**
Chair of the Committee on Conferences